

S E C R E T

DD/LK

Voice - files
see notes.

12 May 1988

MEMORANDUM FOR: Deputy Director for Administration

FROM: John M. Ray
Director of LogisticsSUBJECT: Report of Significant Logistics Activities for
the Period Ending 11 May 19881. Events of Major Interest That Have Occurred During the
Preceding Week:

* b. OL received bids on the Headquarters Cafeteria Expansion - Phase I renovations on 3 May. There were eight bids, and the contract will be awarded to Doyle, Incorporated, the lowest bidder at \$579,000.

c. A representative from the Intelligence Community Staff handcarried a priority request to the Printing and Photography Group/OL on 3 May containing 11 color originals with 20 copies each needed by the DCI for a briefing with the President that morning. This task was accomplished with a newly procured Canon color laser copier.

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25X1 e. On 4 May, the Counterintelligence Center (CIC/DO),
25X1 requested rush production by the Printing and Photography Group/OL
of color handouts and 20- by 30-inch briefing boards to be used by
the C/CIC when he accompanied the DCI to a Congressional Briefing on
10 May. [redacted]

25X1 g. On 5 May, OL completed negotiations with Smith, Hinchman
25X1 & Grylls (SH&G) Associates for the "fit-up" design of 17,800 square
feet of office space on the 6th floor of the New Headquarters
Building. A significant reduction to the proposed price was
negotiated; the Contractor proposed \$58,050 and the price was
settled at \$30,873. The design is scheduled to be completed on
2 June. [redacted]

25X1 j. OL personnel tested the Uninterruptible Chilled Water
Pumps on 7 May. Although both pumps tested satisfactorily and are
now operative; the tanks are still leaking. Once the leaks are
repaired and the tanks pass the required tests, they will provide
the New Headquarters Building computer centers with backup chilled
water for a maximum of 15 minutes. [redacted]

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25X1 o. OL's Parking Office is currently conducting a survey to determine whether primary drivers of carpools are interested in a parking space in the Parking Deck or remaining in the parking space now occupied. [REDACTED]

25X1 p. On 10 May, a response prepared by OL to the bid protest filed by Centel Business Information Systems, Inc., was sent to the General Accounting Office and the attorney representing Centel. [REDACTED]

2. Significant Events Anticipated During the Coming Week:

a. The fire pumps will be tested in the New Headquarters Building on 14 May. This test will involve the discharge of a large volume of water in the North and South Loading Dock areas.

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c. On 16 and 17 May, the annual Logistics Conference will be held

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John M. Ray

*Logistics
address?*